

Abbey Hill Primary and Nursery School



Whole School Charging and Remissions Policy

Adopted by the Governing Body: 19th May 2017

Next review: May 2020

Charging and Remissions Policy

Introduction

The governors and staff at Abbey Hill recognise that a wide range of enrichment activities are crucial in giving children experience of the wider world and opportunities to try things they would not otherwise not have. These experiences, which may include clubs, educational visits and residential, contribute to children's learning and engagement in school and the continual improvement in standards of teaching and learning. They also develop children's vocabulary and contribute to a broad and balanced curriculum. Being out and about in the wider community also helps children develop responsible behaviour and positive attitudes to all people, especially those of different faiths and cultures.

General Principles for Charging

- No charge can be made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it should be **free**. It is therefore not possible to make a compulsory charge for transport or admission costs to activities e.g. for swimming lessons during school hours.
- Charges for individual pupils may not exceed the actual cost of providing the activity divided by the number of pupils willing to participate. The school may offer a subsidy for pupils whose parents wish them to participate but are unable to pay.
- Pupils should not be treated differently according to whether their parents have made a contribution or not.
- Parents will be informed of the contribution required and the amount by which the school has subsidised the activity. If an activity cannot take place because parents are reluctant to support it financially, parents will be informed.
- Extra-curricular activities may be charged fully to parents unless other funds are available. Pupil Premium funding may be used to offer activities to eligible pupils free of charge.

Residential Visits

- The school will use its Pupil Premium funding to support eligible pupils.
- Parents will be informed of this when pupils are invited to take part in a residential visit.
- A charge may be made for board and lodging on residential visits for pupils eligible for the Pupil Premium.
- The cost of the residential for other pupils (those not eligible for Pupil Premium funding) may be subsidised by the school.
- Where charges are made for a residential visit which takes place during school hours cases of financial support will be considered on an individual basis

Activities Outside of School Hours

- Charges may be made for optional activities outside of school hours e.g. gym or cooking clubs. Pupils entitled to the Pupil Premium may be offered certain activities free of charge or at a subsidised rate.
- Any charges made to parents will not exceed the actual cost of the activity, though it may include insurance and other costs.

Whole Class, Small Group and Individual Music Provision

- Whole class music tuition is part of the National Curriculum and is provided free of charge. Where parents wish their children to continue tuition in small groups or individually a charge may be made. For pupils entitled to the Pupil Premium this tuition will be funded by the school.

Charges for Materials

- Parents are expected to provide school uniform, swimming and P.E. kit. In particular cases of hardship the school may provide a pupil with uniform or kit. Spare kit is always available in school for pupils to use when necessary.
- No pupil or parent is required to pay for, or supply, any materials, books, instruments, or other equipment for an activity unless it is an optional extra.
- Where parents have been informed in advance a charge may be made for materials e.g. a T shirt for a tie dye lesson or ingredients for cooking club.

Voluntary Contributions

The school subsidises educational visits and visitors heavily as part of its approach to teaching and learning but parents may be asked for a voluntary contribution towards the cost of any activity which takes place during school hours. Some activities will be wholly funded by the school. Parents may be asked to contribute to:

- the cost of transport to and from a visit
- the cost of admission to a visit
- the cost of instruction at swimming where the instructor has to be purchased by the school
- the engagement of staff specifically for specialist activities
- the cost of ingredients or materials used in a project where they have been informed in advance.

All pupils will participate in class activities, though after school clubs may be targeted at specific groups of pupils or year groups. No pupil will be excluded or treated differently if their parents are unable to make a contribution.

Breakages and Damage

- Parents may be asked to pay for damage to property or equipment where this is the result of a pupil's inappropriate behaviour.

The governing body will delegate the determination of any individual case arising from the implementation of this policy to the chair of governors and the head teacher. They will consider any exemption on a payment which may be due to a family's sudden or temporary change in financial circumstances.

Authority for the day to day management of this policy will be devolved to the head teacher.

This policy will be reviewed every three years.

